



Republic of the Philippines  
**Department of Education**  
REGION VII – CENTRAL VISAYAS  
SCHOOLS DIVISION OF NEGROS ORIENTAL

**Office of the Schools Division  
Superintendent**

MEMORANDUM  
MLA-2023 446

TO : **Assistant Schools Division Superintendents  
Division Chiefs  
Public Schools District Supervisors/Districts -In-Charge  
Senior High School Heads  
Elementary School Heads  
All Others Concerned**

FROM : **NERI C. OJASTRO EdD, CESE**  
Schools Division Superintendent  
6/29/23

SUBJECT : **ELEMENTARY SCHOOL HEADS' CONFERENCE**

DATE : June 29, 2023

1. This is to inform the field on the conduct of the Elementary School Heads' Conference on July 4, 2023, at Negros Oriental High School Assembly Hall, Dumaguete City.
2. Participants in this conference are all elementary school heads, and they are scheduled in two batches as follows:  
  
1st Cong. District School Heads and Mabinay 1-4 at 8:00 a.m.–12:00 n.n.  
3rd Cong. District School Heads, Amlan, San Jose, and Sibulan 1-2, at 1:00–5:00 p.m.
3. This conference will focus on the conduct of the end of the school year Learning Camp activity, and other important matters.
4. Transportation and other incidental expenses incurred shall be chargeable against School MOOE/ other funds subject to usual accounting rules and regulations.
5. This memorandum serves as Authority to Travel pursuant to DO no. 46, s. 2022.
6. Immediate and widest dissemination of this MEMORANDUM is desired.

NCO/JMA-MKP-NLR/CID/MLR/taj  
June 29, 2023

03 JUL 2023



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